



Washington County Board of Health
110 N. Iowa Avenue, Suite 300, Washington, Iowa 52353

WASHINGTON COUNTY BOARD OF HEALTH MEETING MINUTES
August 31, 2017 @ 12:00 p.m.
Orchard Hill, Building #2, Washington, Iowa

MEMBERS PRESENT:

Cathy Buffington, Chair
Chris Grier, DC
Trevor Martin, DO
Connie Larson
Jack Seward

PUBLIC HEALTH STAFF PRESENT:

Danielle Pettit-Majewski, Karri Fisher, Peggy Wood
Jennine Wolf, Jason Taylor

VISITORS:

Xiomara Levsen, Washington Evening Journal
Sally Hart, KCCI
Mary Zielinski, Kalona News

The meeting was called to order at 12:01 by Cathy Buffington.

The meeting agenda and minutes from the July 20th meeting were approved on a motion by Connie Larson, second by Cathy Buffington. Motion carried 3-0.

Environmental Health

Jennine Wolf presented the year end budget for 2018. Revenue is at 7% and expenditures are at 7%.

Jennine gave an update for the nuisance complaint in Richmond. The person did not show up for court date. She does not know what the next step will be at this time.

Jennine showed the board the postcards she had made to mail for the free water tests, well plugging's, well rehabs and the On-site Wastewater Assistance Program to update existing septic systems. She is composing a mailing list of the last 5 years or water tests and new wells. She will also drop some of them off at various places to hand out, such as the extension office and banks.

Public Health

Peggy Wood reviewed the agency financials. She indicated that revenue and expenses were on target for the first month of the new fiscal year. Peggy added that the agency was awaiting

reimbursement from the State for a June Emergency Preparedness voucher in the amount of approx. \$15k.

Danielle Pettit-Majewski shared that the agency hired a new I-Smile Coordinator, Martha Hernandez Lopez. Her start date will be September 18th. The personnel change request was approved on a motion by Chris Grier, second by Connie Larson. Motion carried 5-0. Danielle added that the exception to policy for Martha to perform direct services under a Public Health Supervision Agreement is on the State Dental Board agenda for October 13th.

Peggy reviewed the proposed HIPAA manual with the Board, sharing her notes about final questions and clarifications needed to move forward. Specifically, removing several policies that require additional funding in the budget for network monitoring services. The Board consensus was that the policies could remain in the manual with notation about future implementation dates. Peggy is planning to present a final manual for review at the meeting in September.

Karri Fisher presented revised job descriptions for Clinical Nurse Manager, Home Health Licensed Practical Nurse, Home Health Program Assistant, Home Health Aide-Homemaker, and Home Health Registered Nurse. All revisions were approved on a motion by Trevor Martin, second by Chris Grier. Motion carried 5-0.

Next meeting scheduled for Noon, Thursday, September 21, 2017, Orchard Hill, Lexington Blvd.